

## Payne, Brian

---

**From:** E. R. Gray <er.gray@ergray.com>  
**Sent:** Thursday, August 07, 2014 3:12 PM  
**To:** Payne, Brian  
**Subject:** Airport Commercial Subdivision (see attached Concept Plan)  
**Attachments:** Aripot Commercial Park.pdf

Brian,

Per our discussions, I submit the following estimate for Professional Services based on the Concept Plan attached hereon.

1. Prepare a Preliminary Plat for filing with the City of Columbus Planning Department: \$3,500.00

The above fees include providing a Boundary Survey of the area of the Preliminary Plat as needed for filing with the Planning Department.

The preliminary plat will consist of only the area we have discussed as being the area of the Preliminary plat and does not include any surrounding Airport Lands.

The above is contingent on being able to use Standard Drywells as the storm water handling system for the proposed roadways and being able to connect to an existing gravity flow Sanitary Sewer System without the need for a lift station.

The existing GIS contour map will be used for the Preliminary Plat documents.

The assumption is made that the present zoning of the area proposed to be subdivided is correct for the proposed Subdivision.

2. Prepare construction plans and the Final Plat for the proposed subdivision: \$19,500.00

The above includes setting final lot corner markers, preparing a topographic map for use in preparing the construction documents, as-built documents and required documents for submittal with the Planning Department.

3. General notes:

Landscape plans / design , if required, is not included in this proposal.

Construction stakeout is not included in this proposal.

Fees for filing, recording and /or permit applications will be billed at cost.

The cost for prints, copies and postage will be billed at cost.

Daily construction inspection is not included in this proposal.

We will assist with the preparation of Covenants and public bid documents if they are required.

It is recommended that client contract with a soil consultant for soil borings along with soil analysis and water table determination.

Thank you for this opportunity,

E.R. Gray III, PLS  
E.R. Gray and Associates, PC  
P.O. Box 1357  
1428 Lafayette Avenue  
Columbus, Indiana 47202

Ph: 1-812-372-7398  
Fax: 1-812-372-2175  
Cell: 1-812-343-3216





**CROWDER & DARNALL, INC.**  
LAND SURVEYING

Brian Scott Crowder, PLS  
Ted P. Darnall, PLS  
George A. Crowder, PE-PLS 1916-2003  
Gene W. Darnall, LS 1928-1984

July 15, 2014

Mr. Brian J. Payne  
Columbus Municipal Airport  
4770 Ray Boll Boulevard  
Columbus, IN 47203

Subject: Subdivision Design Proposal for Columbus Municipal Airport Professional Park.  
Located to the South of Poshard Drive, and West of Central Avenue, and would include  
the connection of Vickers Drive from the north and south.

Mr. Payne,

Thank You for the opportunity to provide this proposal for Surveying and Design services for the proposed Subdivision. After meeting with you and researching the subject property in a little more depth, I'm ready to offer this proposal for our services in connection with developing Major Subdivision development plans and plat in order to subdivide the property into commercial/professional lots.

I have included a concept sketch of a potential layout of the streets and 14 lots based on the future land use plan that you provided in your request for proposal. The exact number and configuration of the lots will be determined as the sketch plan and preliminary plat is further developed.

The property falls within the Columbus Municipal Airpark PUD. The development of the subdivision improvement plans will be prepared in accordance with the standards contained in the PUD document.

This project will require drainage engineering services to assist Crowder & Darnall in the drainage design, and to prepare a final drainage report for submittal to the City Engineer. I have obtained a proposal for these services on your behalf from LandWater Group, and included that amount herein.

Following is a scope of services, and fee estimate. If you should have any questions, please contact me.

2760 25<sup>th</sup> Street • Suite LL30 • Columbus  
ph 812.376.3391 • fax 812.376.9190

## **SUBDIVISION DESIGN PROPOSAL**

The services which Crowder and Darnall (C&D) will provide are as follows:

**Preliminary Plat & Plans:** C & D will prepare the preliminary plat & improvement plans for the subdivision. The plans will include preliminary design drawings for the streets, grading and drainage, storm sewer conveyance system, water and sewer mains. The plans will depict the location and grades of said improvements with sufficient detail for preliminary approval. This service includes filing the normal and customary plats and plans, and representing you at the required meetings with planning department staff, and hearings with the planning commission. We will also file the plans with other agencies that may be required such as utility providers.

**Final Construction Plans:** C&D will prepare final construction or improvement plans for the improvements required for the subdivision. The plans will include final design drawings for the streets, grading and drainage, storm sewer conveyance system, and erosion control elements. The plans will depict the location and grades of said improvements with sufficient detail to construct the improvements. C&D will file the plans with the appropriate agencies, and work with said agencies to obtain final approval of the plans for construction.

The services which will be provided by Landwater Group (LWG) as a consultant to Crowder and Darnall are as follows:

**Drainage Engineering.** - LWG will develop detailed computer simulation models of the stormsewer and inlet system, and consult with C&D on any necessary adjustments to the system design. LWG will prepare final design models and include them in a final design report adequate to receive drainage approval for the project. The final report will include inlet capacity, stormsewer capacity and detention computations in accordance with the City of Columbus drainage standards. LWG will size an appropriate rate limited (structural) or volumetric (pond) water quality best maintenance practice (BMP) for the project as required by the City of Columbus drainage standards. LWG will prepare the operation and maintenance manual for the selected BMP water quality element in accordance with the City drainage standards.

**Final Plat:** C&D will prepare a final plat of the lots. The plat will be prepared in accordance with the requirements contained in the Subdivision Control Ordinance for City of Columbus. This service will include preparation of and filing the normal and customary documentation as well as any normal and customary correspondence or meetings with the planning department for the secondary approval of the final plat. Upon completion of the improvements, we will install 5/8" by 30" capped rebars to mark the corners of the lots, and street rights-of-way. This service also includes recording the approved final plat with the Bartholomew County Recorder.

**As-built Plans:** C&D will prepare final street & drainage as-built plans and water and sewer as-built plans, as required by the City. The as-built plans will depict the constructed locations and elevations of the storm sewer conveyance system, streets, water and sewer mains.

**Cost Summary:**

|                                 |             |
|---------------------------------|-------------|
| Preliminary plat & plans: ..... | \$9,500.00  |
| Construction plans: .....       | \$5,000.00  |
| Drainage Engineering.....       | \$5,500.00  |
| Final Plat: .....               | \$4,500.00  |
| As-built plans .....            | \$2,700.00  |
| <hr/>                           |             |
| Total: .....                    | \$27,200.00 |

## **SUBDIVISION DESIGN PROPOSAL**

### **Terms and Conditions**

- (1) This contract is based the services you requested, as outlined herein, and the information given to us prior to this contract. C & D will utilize City of Columbus, IDNR, and FEMA standards, and other applicable standard surveying and design practices in the preparation, submittal, and processing of the plats, plans, and supporting data to the various government agencies, however C&D does not guarantee approval. It is common for review agencies or their representatives to subjectively and sometimes arbitrarily require additional data and plan revisions. All services are to be performed one time. Repeat services or additional services which are outside the scope of this contract, requested by you, a Public Official or Review Agency will be performed for an additional fee after notifying you. This work will be identified as "extra" and billed separately in accordance with our standard billing procedure on a time and materials basis. If, after notifying you of the additional work, you wish to stop work on the project, the cost of the work performed to that point would be billed to you and payment due as stated in paragraph 3.
- (2) Upon completion of the work for any or all item(s) of service rendered, a billing statement will be directed to your attention. Those items of work upon which we have given you a FIXED COST will be billed at that quoted amount. Those items of work which we have given you an ESTIMATED COST will be billed at our cost of performing the work. This cost includes labor charged to the job, distributive overhead costs, materials or services purchased specifically for that job; and the cost of transportation to and from the job site. The significant variable in any job is time. Labor estimates are based upon time, experience and represent our best projection. However, we wish to stress that time is an open-ended item dependent upon your situation. At your specific request we will give you a cost breakdown on any work we do for you on an ESTIMATED COST BASIS.
- (3) Terms: Net 30 days. A late payment finance charge will be computed at the periodic rate of 1.5 per cent per month which is an annual percentage rate of 18%, and will be applied to any unpaid balance commencing 30 days after the date of the original invoice. All fees incurred to collect any past due billing will be added to the amount of the original invoice. A mechanic's lien may be filed with the County Recorder if payment is not received in less than 60 days from the last day of work. FINAL DOCUMENTS WILL NOT BE RECORDED PRIOR TO PAYMENT IN FULL, unless some other written arrangements are made.
- (4) Before we can begin this work we must have the approval of the real estate owner, or his/her agent. We will expect the owner to pay for the services performed unless some other written arrangements are made.
- (5) In the case that the owner's agent or attorney authorizes the work we will expect that person to be responsible for payment. In some cases it may be necessary that the owner, agent or attorney secure sufficient earnest money from the buyer to cover the survey costs.
- (6) If, after signing this agreement, the under signed owner/agent/attorney wishes to stop work on the project, the cost of the work performed to that point will be billed to you and payment due as stated in paragraph (3).
- (7) All surveys will be performed in accordance with the requirements of the Indiana Survey Standards as defined in Title 865, Article 1, Rule 12 of the Indiana Administrative Code

### **Authorization and Notice to Proceed**

The undersigned owner, agent or attorney agrees to insure payment for services to be performed. Please sign both copies of this contract and return one copy in order to authorize this work.

BY : \_\_\_\_\_

TITLE: \_\_\_\_\_

**Ted Darnall**  
Digitally signed by Ted Darnall  
DN: cn=Ted Darnall, o=Crowder &  
Darnall, ou,  
email=t@d@crowderanddarnall.co  
m, c=US  
Date: 2014.07.16 09:25:35 -04'00'

\_\_\_\_\_  
Crowder & Darnall, Inc.  
By: Ted P. Darnall, President



